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TOWN OF ACTON

Building Department

INTERDEPARTMENTAL COMMUNICATION

To: Board of Selectmen **Date:** December 31, 2003

From: Garry A. Rhodes, Building Commissioner *GAR*

Subject: Site Plan Special Permit #10/09/03-394
Montuori Realty Trust 5-19 Maple Street (Shupert)

The applicant is requesting the hearing be continued. The hearing was opened on December 1, 2003 at 7:15 and continued until January 5, 2004. I would recommend the hearing be continued until February 9, 2004 at 7:45 PM. The continuance will provide time for the applicant to revise the plan to address staff concerns and issues raised at the December 1 hearing.

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December 22, 2003

Acton Board of Selectmen
472 Main Street
Acton, MA 01720

Re: Site Plan Special Permit # 10/09/03 -394
Montuori Realty Trust, 5 -19 Maple Street
5933 M128

Dear Board Members:

This letter is to request that the Board continue the Public Hearing for Montuori Realty Trust, scheduled for January 5, 2004, to the Board's regularly scheduled meeting of February 9, 2005.

The purpose of this continuance is to allow the Trust to finalize the possible transfer, of a portion of the site, to Gordon Richards, allowing access over the Montuori site to his property to be maintained. The transfer, if completed, will result in a decrease in size of the buildings allowed to be constructed on the site.

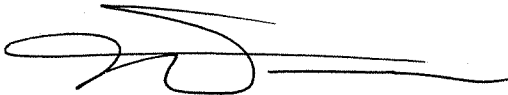
The applicant has authorized this office to decrease the height and to offset one of the trade shop areas in the building, nearest Main Street, to reduce the building's "bulk". The building's facades will be altered and, as suggested by Mr. Rhodes, copies of the revised building will be sent directly to the Historic Commission for review.

Last week representatives of this office met with Mr. Rhodes and the Engineering Department to discuss the possibility of terminating two-way traffic at a turnaround, utilizing the entrance to the site, narrowing a portion of Maple Street to calm traffic, and provisions for sidewalks. It was concluded that since Massachusetts Highway Department approval could be required, any such changes would best be delayed until a future time.

It was generally agreed that this office would prepare plans showing the extension of the existing sidewalk and improvements to the Maple/Stow Street intersection for the Board's consideration.

Thank you for your consideration of this matter.

Very truly yours,
Mark T. Donohoe, PE



For:
Acton Survey & Engineering, Inc.

Cc: Montuori Realty Trust
Acton Building Commissioner
Acton Engineering Department